

University of Kentucky College of Medicine
Department of Ophthalmology and Visual Sciences
Statements of Evidence for Appointment, Promotion, and Tenure

The faculty in the Department of Ophthalmology and Visual Sciences at the University of Kentucky comprise a diverse group of professionals. Each faculty member is expected to maintain a current *curriculum vitae*. Periodically the Department Chair reviews all faculty portfolios and identifies faculty members that have met the criteria for consideration of promotion and/or tenure. Candidates for appointment, promotion, and tenure (if applicable) are requested to submit a dossier that documents the scope of their work and contributions in keeping with their respective title series. Faculty activities should meet or exceed departmental milestones for appointment and promotion in the designated title series. To be considered for promotion, all faculty members must meet the terms outlined in their letters of appointment (or reappointment) consistent with the departmental Statements of Evidence. In general, consideration of promotion to Associate Professor prior to five years at the rank of Assistant Professor, or promotion to Professor prior to five years at the rank of Associate Professor, would be unusual but may be appropriate in exceptional circumstances. As part of an academic medical center, each faculty member will demonstrate excellence in areas consistent with their Distribution of Effort (DOE). The absence of a specific DOE category in the letter of appointment (or reappointment) does not preclude promotion requirements set forth in that DOE category.

The Department of Ophthalmology and Visual Sciences Statements of Evidence are designed to:

- * Provide clear expectations and specific criteria for appointments, promotion, and tenure (if applicable) for all faculty members.
- * Acknowledge clinically-oriented, academically-oriented, and research-oriented faculty.
- * Recognize achievement and reward excellence in clinical service, teaching, administration and leadership, and research and scholarly activity.
- * Ensure parity in the faculty appointment, promotion, and tenure (if applicable) process.

The Department of Ophthalmology and Visual Sciences supports four title series:

- I. Clinical Title Series (non-tenure-eligible):** Faculty members with an appointment in the Clinical Title Series participate primarily in the clinical, educational, service and administrative activities of the Department. General criteria for promotion include excellence in patient care and clinical service, teaching, and administration, with an emphasis on provider and patient satisfaction, clinical reputation, and other contributions to the medical center, college of medicine, and university. Evidence of mentoring and training of fellows, residents, and/or students is expected. Research and scholarly activity are encouraged but not required.
- II. Special Title Series (tenure-track):** Faculty members with an appointment in the Special Title Series are expected to produce scholarly work in addition to participating in the clinical, educational, service and administrative activities of the department and university. These activities involve or interface with patient care, and scholarly activities involve human subjects or issues directly related to patient care (e.g., health care delivery, health policy). General criteria for promotion and tenure include excellence in patient care and clinical service, teaching, service and administrative activities to the profession, college, and university. The development of a focused scientific identity with innovation and an established record of scholarship evidenced by publications and presentations is expected. Evidence of mentoring and training of fellows, residents, and/or students is required.
- III. Regular Title Series (tenure-track):** Faculty members with an appointment in the Regular Title Series participate primarily in research and scholarly activities, in addition to participating in the clinical, educational, service, and administrative activities of the department, college of medicine and/or university. General criteria for promotion and tenure include development of a focused scientific identity with innovation and an established record of scholarship evidenced by publications and presentations. Evidence of mentoring and training of fellows, residents, and/or students is also required.
- IV. Research Title Series (non-tenure-eligible):** Faculty members with an appointment in the Research Title Series participate predominantly in research activities in the fields of ophthalmology and visual sciences. General criteria for promotion include development of a focused scientific identity with innovation and an established record of scholarship evidenced by presentations, publications, and securement of external grant funding. Faculty in the Research Title Series are not permitted to have teaching as a component of their DOE. Faculty in this title series are typically a member of a team science endeavor such that they are not expected to be the primary investigator on grants nor the senior author on publications.

CLINICAL TITLE SERIES (non-tenure-eligible)

	Assistant Professor	Associate Professor	Professor
Board Certification (ABO or ACOE)	Expected to obtain	Required	Required
Clinical Service	Recognized as competent clinician in their respective field, has completed training at an Accreditation Council for Graduate Medical Education (ACGME) accredited ophthalmology program or an Accreditation Council on Optometric Education (ACOE) accredited optometry school and residency.	High level of competence in clinical care with emerging local and/or regional recognition as an authority in their clinical field as evidenced by patient clinical and/or surgical outcomes, patient satisfaction surveys, patient care awards, peer evaluation, ability to generate practice funds, consultation requests from primary eye care providers outside of the division, department, and/or institution, development of creative contributions to patient care programs, and service on patient care committees.	Continuous and sustained excellence in clinical care with a strong regional and/or emerging national/international reputation as an authority in their clinical field, as evidenced by patient clinical and/or surgical outcomes, patient satisfaction surveys, patient care awards, peer evaluation, ability to generate practice funds, consultation requests from primary eye care providers outside of the division, department, and/or institution, development of creative contributions to patient care programs, and service on patient care committees.
Teaching Activities	Identified as engaged and competent educator; expected to play an active role in clinical and surgical teaching of medical/optometry students and/or residents/fellows; expected to provide student/resident/fellow lectures and/or workshops and regularly participate in departmental conferences.	Locally and/or regionally recognized as a dedicated educator as evidenced by resident/student evaluations, peer evaluations, invitations to present at local/regional meetings, participation in continuing education, and teaching awards. Expected to have a sustained, active role in teaching of medical/optometry students and/or residents/fellows, develop creative contributions to instructional programs, provide lectures and/or workshops, and regularly participate in departmental conferences.	Recognized excellence as a dedicated educator at the regional and possibly national or international level as evidenced by invitations to present at national/international meetings, participation in continuing education, teaching awards. Excellent achievement in resident/student evaluations, peer evaluations, expected to have a sustained, active role in teaching of medical/optometry students and/or residents/fellows, develop creative contributions to instructional programs, provide lectures and/or workshops, and regularly participate in departmental conferences.
Administrative and Leadership Roles	Participation in local, regional, and/or national professional organizations; potential for leadership role/position.	Commitment to service with participation on departmental/hospital/college/university committees, local/regional/national professional organization committees, and other defined leadership positions in the eye care field. Participation in ongoing continuing medical education is expected.	Commitment to service with participation, including at least one leadership position, on departmental/hospital/university committees, regional/national or international professional organization committees, and other defined role/leadership positions in the eye care field. Participation in ongoing continuing medical education is expected.
Research and Scholarly Activity (encouraged but not required)	N/A	Contributions to research and/or other creative activity as evidenced by grand rounds presentations, publication of scholarly articles, participation in clinical trials, journal manuscript review, presentations at local/regional/national meetings, and development of other peer-reviewed creative activities.	Continuous improvement in contributions to research and/or other creative activity as evidenced by grand rounds presentations, publication of scholarly articles, participation in clinical trials, journal manuscript review, member of editorial board, presentations at regional /national /international meetings, participation in national board exam development, invited speaker at regional/national meeting, and visiting professorships.

SPECIAL TITLE SERIES (tenure-track)

	Assistant Professor	Associate Professor	Professor
Board Certification (ABO or ACOE)	Expected to obtain	Required	Required
Clinical Service	Recognized as competent clinician in their respective field, has completed training at an ACGME-accredited ophthalmology program or an ACOE-accredited optometry school and residency.	High level of competence in clinical care with emerging local and/or regional recognition as an authority in their clinical field as evidenced by patient clinical and/or surgical outcomes, patient satisfaction surveys, patient care awards, peer evaluation, consultation requests from local and/or regional primary eye care providers, development of patient care programs, and service on patient care committees.	Continuous and sustained excellence in clinical care with a regional and/or emerging national/international reputation as an authority in their clinical field, as evidenced by patient clinical and/or surgical outcomes, patient satisfaction surveys, patient care awards, peer evaluation, consultation requests from local and/or regional primary eye care providers, development of patient care programs, and service on patient care committees.
Teaching Activities	Identified as engaged and competent educator; expected to play an active role in clinical and surgical teaching of medical/optometry students and/or residents/fellows; expected to provide student/resident/fellow lectures and/or workshops and regularly participate in departmental conferences.	Locally and/or regionally recognized as a dedicated educator as evidenced by resident/student evaluations, peer evaluations, invitations to present at local/regional meetings, participation in continuing education, teaching awards. Expected to have a sustained, active role in teaching of medical/optometry students and/or residents/fellows, provide student/resident/fellow lectures and/or workshops, and regularly participate in departmental conferences. Achievements should be in accordance with the DOE effort designated for teaching activities.	Recognized excellence as a dedicated educator at the national/international level as evidenced by invitations to present at regional/national meetings, teaching awards, trainee publications/presentations, board pass rates of trainees. Expected to have a sustained, active role in teaching of medical/optometry students and/or residents/fellows as evidenced by excellence in resident/student evaluations and peer evaluations, hold a leadership position such as residency director, fellowship director, or medical/optometry student clerkship director, provide student/resident/fellow lectures and/or workshops, and regularly participate in departmental educational conferences. Achievements should be in accordance with the DOE effort designated for teaching activities.
Administrative and Leadership Roles	Participation in local, regional, and/or national professional organizations; potential for leadership role/position.	Commitment to service with participation on departmental/hospital/college/university committees, local/regional/national professional organization committees, and other defined role/leadership positions in the eye care field. Participation in ongoing continuing medical education is expected.	Commitment to service with participation, including at least one leadership position, on departmental/hospital/university committees, national or international professional organization committees, and other defined role/leadership positions in the eye care field. Participation in ongoing continuing medical education is expected.
Research and Scholarly Activity	Potential for development of research or creative project that will provide the basis for continued scholarly activity in the realms of clinical and/or educational research.	Continuous improvement in contributions to research or other creative activity are expected, as evidenced by, publication of peer-reviewed scholarly articles, participation in clinical trials, journal manuscript review, participation on national board exam panels, presentations at local/regional/national meetings, and development of peer-reviewed creative activities.	Continued excellence in contributions to research or other creative activity are expected, as evidenced by publication of peer-reviewed scholarly articles, participation in clinical trials, journal manuscript review, membership on editorial boards, participation on national board exam panels, invited presentations at national/international meetings, participation in national board exam development, and visiting professorships.

REGULAR TITLE SERIES (tenure-track)

	Assistant Professor	Associate Professor	Professor
Board Certification (ABO or ACOE)	Expected to obtain	Required	Required
Clinical Service	Recognized as competent clinician in their respective field, has completed training at an ACGME-accredited ophthalmology program or an ACOE-accredited optometry school and residency.	High level of competence in clinical care with emerging local and/or regional recognition as an authority in their clinical field as evidenced by patient clinical and/or surgical outcomes, patient satisfaction surveys, patient care awards, peer evaluation, consultation requests from local and/or regional primary eye care providers, development of patient care programs, and service on patient care committees.	Continuous and sustained excellence in clinical care with a national/international reputation as an authority in their clinical field, as evidenced by patient clinical and/or surgical outcomes, patient satisfaction surveys, patient care awards, peer evaluation, consultation requests from local and/or regional primary eye care providers, development of patient care programs, and service on patient care committees.
Teaching Activities	Identified as engaged and competent educator; expected to play an active role in clinical and surgical teaching of medical/optometry students and/or residents/fellows; expected to provide student/resident/fellow lectures and/or workshops and regularly participate in departmental conferences.	Locally and/or regionally recognized as a dedicated educator as evidenced by s, invitations to present at local/regional meetings, participation in continuing education, teaching awards. Expected to have a sustained, excellence in resident/student evaluations, peer evaluation and an active role in teaching of medical/optometry students and/or residents/fellows, provide student/resident/fellow lectures and/or workshops, and regularly participate in departmental conferences.	Recognized excellence as a dedicated educator at the national and/or international level as evidenced by invitations to present at national/international meetings, excellence in resident/student evaluations, peer evaluations, participation in continuing education, teaching awards. Expected to have a sustained, active role in teaching of medical/optometry students and/or residents/fellows, provide student/resident/fellow lectures and/or workshops, and regularly participate in departmental conferences.
Administrative and Leadership Roles	Participation in local, regional, and/or national professional organizations; potential for leadership role/position.	Commitment to service with participation on departmental/hospital/college of medicine/ university committees, local/regional/national professional organization committees, and other defined leadership positions in the eye care field. Participation in ongoing continuing medical education is expected.	Commitment to service with participation, including at least one leadership position, on national and/or international professional organization committees, and other defined role/leadership positions in the eye care field. Participation in ongoing continuing medical education is expected.
Research and Scholarly Activity	Identified capability for development of a focused research identity and with strong potential for future external grant support.	Continuous improvement and contributions in research, with external grant funding and regional or possibly national recognition of excellence in identified field of study, are expected. Other evidences include publication of peer-reviewed scholarly articles, participation in clinical trials, publication of book chapters, development of and awards for peer-reviewed creative activities, journal manuscript review, member of editorial board for journal, and presentation of invited papers at local/regional/national meetings.	Continuous and sustained improvement and contributions in research, with external grant funding and national and/or international recognition of excellence in identified field of study, are expected. Other evidences include publication of peer-reviewed scholarly articles, participation in clinical trials, participation as ad hoc reviewer on NIH (or comparable) study sections, publication of book chapters, development of and awards for peer-reviewed creative activities and visiting professorships, journal manuscript review, member of editorial board for a major journal, and presentation of invited papers at regional and national meetings.

RESEARCH TITLE SERIES (non-tenure-eligible)

	Assistant Professor	Associate Professor	Professor
Teaching Activities	Encouraged to have a role in the instruction of laboratory and research staff, medical students, and other graduate and post-doctoral students.	Encouraged to have a role in the instruction of laboratory and research staff, medical students, and other graduate and post-doctoral students, and regularly participate in departmental conferences.	Encouraged to have a role in the instruction of laboratory and research staff, medical students, and other graduate and post-doctoral students, and regularly participate in departmental conferences.
Administrative and Leadership Roles	Participation in local, regional, and/or national professional organizations; potential for leadership role/position.	Commitment to service with participation on departmental and university committees, participation in local/regional/national professional organizations, and/or other defined role/leadership positions in their field of research.	Commitment to service with participation on departmental and university committees, participation in local/regional/national professional organizations, and/or other defined role/leadership positions in their field of research.
Research and Scholarly Activity	Identified capability for development of a focused research identity and with strong potential for future external grant support.	Continuous improvement and contributions in research, support from external grant funding and regional recognition of excellence in the identified field of study, are expected. Other evidences include: journal manuscript review, member of editorial board for a major journal, presentation of invited papers at local/regional/national meetings, publication of peer-reviewed scholarly articles, participation in clinical trials, publication of book chapters, development of and awards for peer-reviewed creative activities.	Continuous and sustained improvement/ contributions in research, support from external grant funding, and national or international recognition of excellence in the identified field of study, are expected. Other evidences include: publication of peer-reviewed scholarly articles, participation in clinical trials, participation as ad hoc reviewer on NIH (or comparable) study sections, publication of book chapters, development of and awards for peer-reviewed creative activities, visiting professorships, journal manuscript review, member of editorial board for a major journal, and presentation of invited papers at regional and national meetings.

APPENDIX: SAMPLES OF CRITERIA FOR EVALUATION

Clinical Service	Teaching Activities	Administration and Leadership Roles	Research and Scholarly Activity
<p><u>Activities</u></p> <ul style="list-style-type: none"> -Performance of assigned clinical activities and fulfillment of clinical care responsibilities (clinical/surgical volume, RVUs, quality statistics, practice indicators) -Delivery of clinical and surgical consultations, with commendation by peers within specialty/subspecialty and/or referring providers -Establishment of new clinical/surgical services, and/or expansion of existing clinical/surgical services, and/or innovation in clinical activities -Integration of clinical/surgical activities with education and research 	<p><u>Activities</u></p> <ul style="list-style-type: none"> -Teaching in established programs: undergraduate university, graduate medicine/optometry, post-graduate medicine/optometry, post-doctoral, residency or fellowship, continuing medical education, and/or other professional/community education, and/or other professional/community -Development of new curricula, new courses and/or innovative modification of existing courses/curricular content for rigor and excellence -Development of teaching materials (written/video/audio/digital/web formats) -Scholarly publications related to instruction -Internal/external funding for instruction-related projects 	<p><u>Administration</u></p> <ul style="list-style-type: none"> -Administration of clinical services and/or courses, clerkships, graduate and/or postgraduate programs -Administrative initiatives and/or innovative leadership in research, quality improvement, and/or training program -Chair or participating member in departmental/institutional/university committee, or defined role in same 	<p><u>Activities</u></p> <ul style="list-style-type: none"> -Leadership roles in research organizations and/or professional societies -Substantive role in collaborative research across disciplines, colleges or universities -Diagnostic and/or therapeutic consultations, with commendation by peers with regard to research and/or scholarly projects -Extramural and/or intramural refereed grant funding, awarded or pending, as PI and/or Co-PI -Participation in study sections and/or grant reviews -Participation in study sections or grant reviews -Membership on internal or external review panels -Establishment or oversight of laboratory
<p><u>Participation</u></p> <ul style="list-style-type: none"> -Participation in clinical care conferences or on clinical care committees -Participation in Quality Improvement projects/committees -Participation on surgical care committees 	<p><u>Reputation</u></p> <ul style="list-style-type: none"> -Role model and/or mentorship, with assessment by students, trainees, supervisors, and internal/external peers -Director or advisor on graduate student thesis and/or dissertation committees -Visiting professorships and/or invited lectures (e.g., Grand Rounds) -Presentations/seminars/lectures/workshops at local/state/regional/national/international meetings, programs, and/or courses -Leadership roles in educational organizations and/or professional societies 	<p><u>Leadership</u></p> <ul style="list-style-type: none"> -Advisor of high school/undergraduate and/or graduate/medical/post-graduate students/trainees on curriculum and/or career path and/or placement into positions -Leadership in and/or development of and/or implementation of new curricula and/or substantive revisions of programs (e.g., program chair) -Leadership in specialty and/or subspecialty societies and/or professional/governmental organizations at local/state/regional/national/international level 	<p><u>Scholarly Activities</u></p> <ul style="list-style-type: none"> -Publication of original articles in peer-refereed journals, review articles, chapters, and/or books -Publication of editorials, invited papers, and/or scientific articles/case studies in non-peer-reviewed journals; popular writings and/or lay press contributions and/or e-journals/websites -Cumulative impact factor of peer-reviewed publications -Presentation of abstracts/invited papers in oral/poster and/or exhibit format at regional/national/ international meetings -Development of computer software applications or devices, with or without patents
<p><u>Performance and Evaluation</u></p> <ul style="list-style-type: none"> -Performance based on patient feedback/evaluations -Performance based on staff feedback/evaluations -Evaluation by internal and external peers for clinical and surgical excellence in patient care 	<p><u>Performance and Evaluation</u></p> <ul style="list-style-type: none"> -Evaluation by students and trainees for educational excellence, as demonstrated by student satisfaction, performance and outcomes -Evaluation by internal/external peers for educational excellence -Recipient of honors and/or awards for teaching (local/state/regional/national/international) 	<p><u>Performance and Evaluation</u></p> <ul style="list-style-type: none"> -Evaluation by internal/external peers for excellence in administrative and leadership roles 	<p><u>Performance and Evaluation</u></p> <ul style="list-style-type: none"> -Evaluation by internal/external peers, internal for research excellence -Recipient of awards for academic/research performance -Attainment of fellowship in American Academy of Optometry -Scholarly achievements of advisees or protégés

For more information regarding dossier preparation for all title series, please visit the following website:

<https://faculty.med.uky.edu/faculty-dossier-preparation>